

**Saint Helens
School District 502**

Code: **DJG**
Adopted: 12/18/01
Readopted: 5/14/07
Orig. Code(s): DJG

Vendor Relations

The district welcomes business and bids from all eligible vendors. No favoritism will be extended to any vendor. Orders will be placed on the basis of quality, price and delivery, with past services being a factor if other considerations are equal. Salesmen or agents may not solicit staff members during hours when students are present.

Principals may allow salesmen or agents of educational products to contact staff members at times that will not interfere with the educational program.

Advertising is not allowed in school buildings without approval of the superintendent. No employee or Board member or the district will receive compensation of any kind from any vendor for the sale of supplies or services.

Prior to entering a district building or facility, all vendors must have a district office clearance pass.

END OF POLICY

Legal Reference(s):

[ORS 244.040](#)
[ORS Chapters 279A, 279B and 279C](#)
[ORS 332.107](#)

Cross Reference(s):

DJ - District Purchasing
DJA - Purchasing Authority
DJC - Bidding Requirements
GBI - Staff Gifts and Solicitations